

Humboldt County

L I B R A R Y

Humboldt County Library
Board of Trustees
Board Minutes – Special Meeting
June 15, 2018
Denio Branch Library

Attendance:

Board Members present: Susan Putnam, Georgette Olsen, Barbara Duncan, and Mary Agnes Boni

Staff Members present: Jessica Anderson, Sherry Ranf

Legal Counsel Present: Wendy Maddox (phone)

Other Attendees: Jo Smout

Meeting Notice Report: Director reported that the meeting notice had been duly posted at the Humboldt County Courthouse, Humboldt County Library, County Annex, Winnemucca City Hall, Denio Branch Library, and Humboldt County Website.

1. **Call to order:** The meeting was called to order at 10:05am.
2. **Public Comment and Discussion:** Jo Smout related a story about working at the Denio School and having to split a class of 20 students into two groups in order to visit the old Denio Library because it was so small. She wanted us to know that both her and the community in Denio were very grateful for the new Denio Library.
3. **Tour of the Library and Annex Facilities in Denio (Information Only):** The Board explored the surrounding property, new Denio Library, and the Annex Building. Everyone was very impressed with the Library and what Sherry had done to decorate and make it an inviting place for the community to spend time in.
4. **Discussion and possible action on identifying and selecting priority repair and construction projects for the Denio Library Annex (Discussion and possible action):** Barbara motioned that contractors be contacted for bids for the electrical, plumbing, rain gutters, replacing the pillars, and weather-proofing the three porch floors, as they were the first priority projects that should be completed. All voted aye.

5. **Discussion and possible action on changing the hours of operation for the Denio Library from Tuesday & Thursday 1pm-5pm and Wednesday 4pm-8pm, to Monday & Tuesday 12pm-5pm, Wednesday 3pm-8pm, and Thursday 8am-1pm (Discussion and possible action):** Georgette moved to change the Denio library's hours of operation to Mondays & Tuesdays 12pm-5pm, Wednesdays 3pm-8pm, and Thursdays 8am-1pm. All voted aye.
6. **Discussion and possible action on using Manpower for additional assistance in Denio during Summer Learning Programs and for tech assistance (For Discussion and Possible Action):** Barbara motioned that help for the summer Learning Program and technology problems in Denio be made available from a current Manpower position of Michelle Vest, not to exceed 6 hours per week. All voted aye.
7. **Discussion and possible action on purchasing a new hot water heater for the Denio Library, 20-30 gallon capacity in an amount not to exceed \$600 (For Discussion and Possible Action):** Georgette moved to replace the water heater with a 30 gallon tank in the event that it has not already been ordered through Buildings and Grounds, in an amount not to exceed \$600. All voted aye.
8. **Discussion and possible action on establishing a 'Fines Dissolver' program at the Denio Branch Library, where fines pertaining to late fees can be worked off as community service (For Discussion and Possible Action):** Tabled until additional information can be presented. No action taken.
9. **Discussion and possible action on establishing notary services through the Denio Library (For Discussion and Possible Action):** Georgette moved to approve establishing notary services for Denio through Sherry. All voted aye.
10. **Discussion and possible action on two quotes obtained for a possible purchase of a sign for the Denio and McDermitt Branches not to exceed \$6,000 (For Discussion and Possible Action):** Mary moved to have signs built for the McDermitt and Denio Branches from Jim Dandy and Joe Dendary for a sum not to exceed \$1,500. All voted aye.
11. **Public Comments:** There was no public comment at this time.
12. **Adjournment:** The Board adjourned at 12:03pm.

Respectfully Submitted